

City of Minneapolis
Community Planning and Economic Development Department
Citizen Participation Program Guidelines
(excerpt)

Determining Funding Levels

Citizen participation funds shall be used to fund neighborhood groups in target-areas and non-target areas, and to provide opportunities for training for neighborhood volunteers, leaders and staff.

Training

Citizen participation funds may be allocated to provide for training opportunities for the volunteers, leaders and staff of neighborhood groups. If sufficient funds are not available to provide training, the CPED Director may allocate funds for this purpose from special projects funds as described in Section I.F. above.

Target-area Neighborhoods

Target-area neighborhood groups (as defined by the attached map of CDBG-eligible areas as contained within the approved HUD Consolidated Plan) will be allocated CDBG funds, less those funds set aside for training, according to the following formula:

- (a) 50% of the funds will be allocated on a per capita basis to each target-area neighborhood (as determined by the most recent neighborhood Census data that is available); and
- (b) 25% of the funds will be allocated to each target-area neighborhood based on the number of sub-standard housing units (as determined by the most recent data available from the City Assessor) in that neighborhood; and
- (c) 25% of the funds will be allocated to each target-area neighborhood based on the number of households in that neighborhood (as determined by the most recent neighborhood Census data that is available) that earn less than 80% of the Metropolitan Median Income (MMI).

Non-target Area Neighborhoods

Non-target area neighborhood groups (as defined by the attached map of CDBG-eligible areas as contained within the approved HUD Consolidated Plan) will be allocated General Funds, less those funds set aside for training, on the basis of \$2,000 per non-target area neighborhood group. Any funds remaining after the base allocation will be allocated on a per capita basis to each non-target area neighborhood. Neighborhood population figures will be based on the most recent neighborhood Census data that is available. Non-target area neighborhood groups that did not enter into a citizen participation contract in the previous program year must complete and return all necessary paperwork, including documentation that they meet the eligibility criteria in Section I.A., by June 1 of

the new program year. Funds allocated to those neighborhood groups that are not eligible or do not complete the paperwork by that date will be available for special projects as defined in Section I.F.

Additional Considerations

There shall be a \$20,000 maximum allocation to any neighborhood group. Subject to budget availability, there will be a \$2,000 minimum allocation to each neighborhood group. If there are not sufficient funds allocated to the program to maintain a \$2,000 minimum allocation per neighborhood group, the CPED Director is authorized to reduce the minimum allocation in order to stay within the overall allocation to the program.